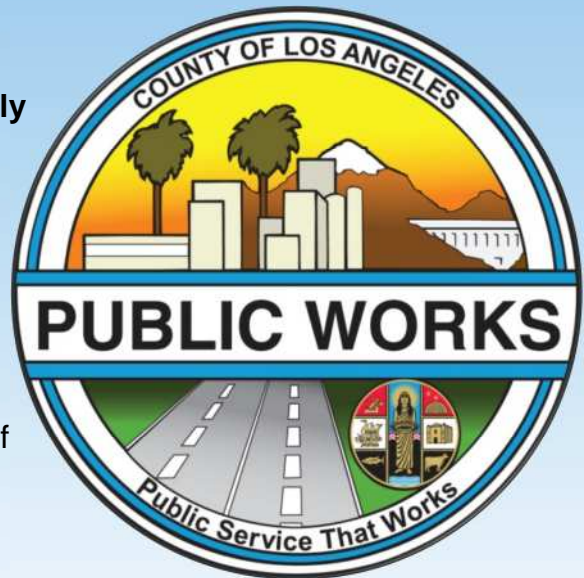


# Employment Testing Process

**Q. How can I prepare myself to apply and test for employment with the Department of Public Works?**

A. We suggest that you keep a copy of the job bulletin to use as a reference in preparing for written and oral examinations. We also suggest that you visit our “*Test Preparation*” website for samples of test questions.



**Q. What kind of test(s) will I be given?**

A. There are different kinds of examinations which are used to determine the knowledge, skills, and abilities needed. Any one or a combination of tests may be given. The examination information is listed on the announcement. Below are examples of the type of examinations that can be given:

- **Application Evaluation** – standard application and/or supplemental questionnaires, etc. are reviewed by an analyst or panel of subject matter experts to determine possession of required knowledge, skills, and abilities. All candidates are rated against the same criteria.
- **Oral** – a rater panel asks questions to determine an applicant's qualifications to perform the essential job functions of the position.
- **Performance** – evaluates an applicant's physical ability to perform the essential job functions.
- **Written** – tests specific areas of knowledge and abilities (usually multiple choice)

**Q. I have a disability and need special accommodation for testing what do I do?**

A. If you have a disability and need special testing arrangements, please call the Exams Unit **prior** to the schedule test date at (626) 458-2141 or TTY (626) 282-7829.